

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

<b>(1) DEPARTMENT</b> Public Health	<b>(2) MEETING DATE</b> 9/11/2012	<b>(3) CONTACT/PHONE</b> Penny Borenstein / 781-5519	
<b>(4) SUBJECT</b> Request to approve a four-year renewal agreement (Clerk's File) with the California Department of Public Health in the total amount of \$1,779,881 to conduct Supplemental Nutrition Assistance Program-Education services for federal fiscal years 2012-13 through 2015-16 and approve a related resolution amending the position allocation list to add a Limited Term 1.0 FTE Program Manager I/II to Fund Center 160 - Public Health.			
<b>(5) RECOMMENDED ACTION</b> It is recommended that the Board: <ol style="list-style-type: none"> <li>1. Approve a four-year renewal State Standard Agreement in the total amount of \$1,779,881 with the California Department of Public Health to conduct Supplemental Nutrition Assistance Program-Education services for federal fiscal years (2012-13 through 2015-16).</li> <li>2. Approve a related resolution amending the position allocation list to add a Limited Term 1.0 FTE Program Manager I/II to Fund Center 160 – Public Health.</li> <li>3. Authorize the Health Agency Director to sign any amendments to the recommended agreement with the California Department of Public Health related to the Supplemental Nutrition Assistance Program that does not increase the level of General Fund Support.</li> </ol>			
<b>(6) FUNDING SOURCE(S)</b> Federal	<b>(7) CURRENT YEAR FINANCIAL IMPACT</b> \$307,589.00	<b>(8) ANNUAL FINANCIAL IMPACT</b> \$307,589.00	<b>(9) BUDGETED?</b> Yes
<b>(10) AGENDA PLACEMENT</b> <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business (Time Est. _____)			
<b>(11) EXECUTED DOCUMENTS</b> <input checked="" type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
<b>(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR)</b>  N/A		<b>(13) BUDGET ADJUSTMENT REQUIRED?</b> BAR ID Number: N/A <input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A	
<b>(14) LOCATION MAP</b>  N/A	<b>(15) BUSINESS IMPACT STATEMENT?</b>  No	<b>(16) AGENDA ITEM HISTORY</b>  <input type="checkbox"/> N/A    Date <u>November 15, 2011</u>	
<b>(17) ADMINISTRATIVE OFFICE REVIEW</b>  <i>Nikki J. Schmidt</i>			
<b>(18) SUPERVISOR DISTRICT(S)</b> All Districts -			

# County of San Luis Obispo



TO: Board of Supervisors

FROM: Jeff Hamm, Health Agency Director  
Penny Borenstein, MD, MPH, Health Officer

DATE: 9/11/2012

SUBJECT: Request to approve a four-year renewal agreement (Clerk's File) with the California Department of Public Health in the total amount of \$1,779,881 to conduct Supplemental Nutrition Assistance Program-Education services for federal fiscal years 2012-13 through 2015-16 and approve a related resolution amending the position allocation list to add a Limited Term 1.0 FTE Program Manager I/II to Fund Center 160 - Public Health.

## **RECOMMENDATION**

It is recommended that the Board:

1. Approve a four-year renewal State Standard Agreement in the total amount of \$1,779,881 with the California Department of Public Health to conduct Supplemental Nutrition Assistance Program-Education services for federal fiscal years (2012-13 through 2015-16).
2. Approve a related resolution amending the position allocation list to add a Limited Term 1.0 FTE Program Manager I/II to Fund Center 160 – Public Health.
3. Authorize the Health Agency Director to sign any amendments to the recommended agreement with the California Department of Public Health related to the Supplemental Nutrition Assistance Program that does not increase the level of General Fund Support.

## **DISCUSSION**

California's Supplemental Nutrition Assistance Program Education (SNAP-Ed) Plan is funded federally by the United States Department of Agriculture (USDA) and administered at the state level by the California Department of Social Services and the California Department of Public Health's Network for a Healthy California (CDPH/Network). CalFresh is the new name for the Food Stamp Program in California. The SNAP-Ed program is intended to provide nutrition education and obesity prevention to low-income households. Interventions must be targeted to CalFresh participants or those who are potentially eligible for CalFresh (<185% of the federal poverty guidelines).

On November 15, 2011, your Board approved an agreement in the amount of \$250,000 to work on SNAP-Ed for the federal fiscal year (FFY) of 2012. The FFY begins October 1<sup>st</sup> and ends September 30<sup>th</sup>. Beginning in FFY 2013, CDPH/Network is awarding four additional years of funding to all Local Health Departments (LHDs) to implement comprehensive local nutrition education and obesity prevention programs. Consistent with the statutory requirements and this funding, LHDs will serve as the lead health agency in their respective jurisdictions. LHDs will coordinate with local partners and involve multiple sectors in spearheading efforts to improve the nutritional status and prevent obesity among California's low-income population, in accordance with the Healthy, Hunger-Free Kids (HHFK) Act of 2010.

Besides individual and group nutrition education, allowable uses of the funding include comprehensive, multi-level interventions at multiple complementary organizational and institutional levels and community and public health approaches to improve nutrition. As lead health agencies, LHDs are expected to provide a comprehensive approach for serving their jurisdictions. All messaging must be consistent with the Dietary Guidelines for Americans 2010 (DGA)/MyPlate and cannot include any disparaging language about specific foods, brands or commodities.

The increased funding for the next four years is accompanied by increased grant requirements and paperwork demands. The first year of SNAP-Ed funding was staffed by a 1.0 FTE Health Education Specialist and several part time positions, including a part time Public Health Nutritionist and limited administrative support. Staffing requirements for the current agreement are very specific. CDPH/*Network* requires the following minimum staffing for all LHDs receiving funds:

- One full-time Project Director. The Project Director must have a Masters in Public Health, an equivalent degree or 3 years' experience as a Public Health Project Director.
- Nutrition expertise (Registered Dietitian, R.D.) must be part of the staffing of this grant. A minimum of one 0.5 FTE is strongly recommended.
- Evaluation expertise must be accessible to this grant for ensuring ongoing and as needed competence for evaluating program effectiveness.
- Adequate fiscal and administrative support.

As a result of the grant requirements, a new 1.0 FTE Program Manager I/II is requested to be added to the Department's Position Allocation List. The Program Manager will have overall responsibility for grant deliverables including those of sub-contractors; will supervise program staff; and will maintain professional networking with local partners, those in like positions in other California LHDs, and with state subject matter experts. Existing staff currently assigned to the SNAP-Ed program will meet the balance of the staffing requirements and report to the Program Manager.

### **OTHER AGENCY INVOLVEMENT/IMPACT**

Although the Department of Social Services has declined SNAP-Ed funding this fiscal year, they will be a partner with Public Health in this effort. Both agencies will continue a County Nutrition Action Plan group (as a sub-committee of HEAL-SLO) to coordinate USDA food program interventions and efforts to increase food security in the target population of CalFresh recipients and/or those eligible to receive CalFresh. Other USDA-funded agencies who will participate in this effort are the WIC Program, the UC Cooperative Education Youth SNAP-Ed Program, and the Food Bank Coalition of San Luis Obispo County.

County Counsel has approved the agreement as to form and legal effect. The Human Resources Department reviewed the appropriate classifications for the new position and prepared the resolution amending the Department's Position Allocation List.

### **FINANCIAL CONSIDERATIONS**

SNAP-Ed contract year	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Contract amount	\$250,000	\$307,589	\$505,752	\$492,905	\$473,635

SNAP-Ed grant is 100% federally funded. The FFY 2011-12 SNAP-Ed grant allocated \$250,000 to Public Health. In FY 2012-13, Public Health's Adopted Budget includes expense and revenue in the amount of \$250,000 for the SNAP-Ed grant. The renewal funding for FFY 2012-13 is in the amount of \$307,589, an increase of \$57,589. The increase in funding will be used to offset 100% of a new Program Manager position. The annual cost of this position is approximately \$99,000. Since the renewal funding begins October 1, it is estimated that the position could be filled December 2012 at an annual (7 months) cost of \$57,000. A budget adjustment is not needed at this time, since Public Health currently has multiple vacant positions that would otherwise generate salary savings.

No general funds will be needed to support the activities of this grant.

### **RESULTS**

The overarching goals for the Health Agency's Public Health Department are to:

- Direct local services, and connect with regional and statewide Network for a Healthy California campaigns. Coordination and synergy will occur among SNAP-Ed funded programs, USDA Food Nutrition Services funded programs, schools/educational agencies; community based organizations; city and county governments; and others involved in addressing hunger/food insecurity, nutrition, obesity prevention, physical activity, and health disparities.
- Institutionalize programs into existing social and health delivery systems.

- Identify and address the needs of the SNAP-Ed diverse target population within our jurisdiction.
- Focus activities on all levels of the socio-ecological model to support effective behavior change including personal change, community change, institutional change and policy development.
- Build the capacity of low-income neighborhoods and partner agencies to provide Nutrition Education Obesity Prevention interventions.

Accomplishing these goals helps achieve the County's overall vision of a Healthy Community.

## **ATTACHMENTS**

1. Resolution amending the position allocation list to add a Limited term 1.0 FTE Program Manager I/II to Fund Center 160 - Public Health.
2. Clerk's File Statement for renewal agreement with the California Department of Public Health.